

# myVTax Guide: How to Submit a Malt & Vinous Beverage Return

Filing Vermont business tax forms online can save labor and time and improve accuracy. This guide provides step-by-step instructions on how to submit a Malt & Vinous Beverage Return through myVTax, whether or not you have a myVTax account. We will show you how to log in with or without an account.

## STEP 1: Find “File a Return” on myVTax

Go to **www.myVTax.vermont.gov**. If you have an account, log in from the myVTax homepage **1** and skip to Step 3. If you do not have a myVTax account, click **File a Return** **2** and continue to Step 2.

myVTax is a convenient and free service that allows you to manage, file, and pay your Vermont taxes.

- ✓ File returns securely
- ✓ Make payments
- ✓ Return filing verification
- ✓ File your Homestead Declaration or Property Tax Adjustment
- ✓ File an extension
- ✓ Check the status of your return
- ✓ Respond to correspondence
- ✓ Pay Use Tax

**1** Log in to your myVTax account

Username:

Forgot username?

Password:

Forgot password?

**Log In**

Need An Account? Click Here to Register

Businesses	Individuals	Tax Professionals	Property Owners	Municipal Officials	Help & Resources
<b>2</b> File a Return			Respond to Correspondence from the Department		
Grant myVTax Access to my Tax Practitioner			File an Extension		
Make a Payment			Access a Saved myVTax Request		

## STEP 2: Enter taxpayer information

Fill in the appropriate fields. A field with an orange triangle in the upper left corner is a required field.

**Home**

Home > Home

**Taxpayer Information**

Select which account type you wish to file for: **Required**

[Click here to apply for an FEIN](#)

ID Type  ID

Taxpayer Address:

Street 1

Street 2  Unit Type  Unit Number

City  VERMONT  Zip Code

USA  Verify Address

What year are you filing for? **Required**

What month are you filing for?

Are you filing an AMENDED return? **Required**

Enter **ALL** the required information. Each required field will have the word “Required” and/or an orange triangle in the upper left corner.

Once ALL the appropriate fields are filled in, click **File Return**.

**Home**

Home > Home

**Taxpayer Information** Exit

Select which account type you wish to file for: Malt and Vinous Beverage

[Click here to apply for an FEIN](#)

Federal Employer ID: \*\*-\*\*\*6789

Business Name: TYPE BUSINESS NAME HERE

Taxpayer Address: 133 STATE ST

Street 2: Unit Type: Unit Number:

MONTPELIER VERMONT 05602-0000

USA Verify Address

Are you filing monthly or quarterly? Quarterly

What year are you filing for? 2020

What quarter are you filing for? March

Are you filing an AMENDED return? This is my first filing

**File Return**

### STEP 3: Enter distributor license information

Enter your Vermont State Distributor License Number. Click **Next**.

**Non-Login Malt and Vinous Beverage T...**

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

**1. VT State Distributor License Number**

VT STATE DISTRIBUTOR LICENSE NUMBER

VT State Distributor License Number: 987654321

< Previous **Next >** Cancel Save Draft

## STEP 4: Fill out the Malt and Vinous Beverage Return

Enter the figures and click **Next**.

Non-Login Malt and Vinous Beverage Ta...

[Home](#) > [Home](#) > [Non-Login Malt and Vinous Beverage Tax Return](#)

1. VT State Distributor License Number

2. Main Return

MALT AND VINOUS BEVERAGE  
TAX RETURN  
MVB-612

[Click here for full form instructions](#)

2. Are you an out-of-state winery making direct-to-consumer or direct-to-retailer shipments of wine?

3. If you are no longer in business, enter your final date of operation

MALT BEVERAGE TAX CALCULATION

4. Enter the number of gallons of taxable malt 6% or less alcohol sold	<input type="text" value="150.00"/>	
5. Multiply Line 4 by the tax rate of \$0.265.		<input type="text" value="39.75"/>
6. Enter the number of gallons of taxable malt over 6% alcohol sold	<input type="text" value="100.00"/>	
7. Multiply Line 6 by the tax rate of \$0.55.		<input type="text" value="55.00"/>
8. Total Malt Beverage Tax Due (Add Lines 5 and 7).		<input type="text" value="94.75"/>

VINOUS BEVERAGE TAX CALCULATION

9. Enter the number of gallons of taxable wine (from grapes) sold	<input type="text" value="500.00"/>	
10. Multiply Line 9 by the tax rate of \$0.55.		<input type="text" value="275.00"/>
11. Enter the number of gallons of taxable hard cider (from apples) sold	<input type="text" value="500.00"/>	
12. Multiply Line 11 by the tax rate of \$0.55.		<input type="text" value="275.00"/>
13. Enter the number of gallons of taxable mead (from honey) sold	<input type="text" value="500.00"/>	
14. Multiply Line 13 by the tax rate of \$0.55		<input type="text" value="275.00"/>
15. Enter the number of gallons of other taxable vinous beverage sold Other Vinous Type <input type="text" value="1500"/>	<input type="text" value="1,500.00"/>	
16. Multiply Line 15 by the tax rate of \$0.55.		<input type="text" value="825.00"/>
17. Total Vinous Beverage Tax Due (Add Lines 10, 12, 14, and 16)		<input type="text" value="1,650.00"/>

BEVERAGE TAX DUE

18. Total Beverage Tax Due (Add Lines 8 and 17)		<input type="text" value="1,744.75"/>
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Cancel

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## STEP 5: Upload the “Malt and Vinous Report” into myVTax.

For the Distribution Information, select the option that best defines how the distribution report will be filed. In the example below, option A – *I will attach my distributor’s report to this electronic filing* – is selected. Distribution has been or will be reported through myVTax upload. Click **Next**.

**Non-Login Malt and Vinous Beverage Tax Return**

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

1. VT State Distributor License Number 2. Main Return 3. Pre Return

**DISTRIBUTION INFORMATION**

A. I will attach my distributor's report to this electronic filing ☒

B. I will mail a copy of my distributor's report to the Department ☐

C. Another entity submitted my distributor's report ☐

< Previous Next >

Cancel Save Draft

The company has had distribution and will be uploading the M&V report.

The company has had distribution, but instead of uploading, it will be sent in manually.

The company has had distribution, but another distributor will be submitting the M&V report.

Because you chose to upload your “Malt & Vinous Report” into myVTax in this example, the system will prompt you to attached spreadsheet to your return. Click **Next**.

**Non-Login Malt and Vinous Beverage Tax Return**

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

1. VT State Distributor License Number 2. Main Return 3. Pre Return

**DISTRIBUTION INFORMATION**

A. I will attach my distributor's report to this electronic filing ☒

B. I will mail a copy of my distributor's report to the Department ☐

C. Another entity submitted my distributor's report ☐

< Previous Next >

Cancel Save Draft

## Upload page (continued)

Click **Add**.

Non-Login Malt and Vinous Beverage Ta...

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

1. VT State Distributor License Number 2. Main Return 3. Pre Return 4. Attachment

**You Must Upload a Malt and Vinous Distribution Report.**  
Please click here to view instructions and download the report template.

**Attachments**

Type	Name	Description	Size
------	------	-------------	------

< Previous Next > Cancel Save Draft

- **Type** field: Click the **down arrow** and select **Malt & Vinous Beverage Upload**
- **Description** field: Enter a description such as "Malt & Vinous Upload"
- **Choose a File**: Browse your files and find your **Malt and Vinous Distribution Report** spreadsheet. Make sure the spreadsheet is saved in a Text (Tab delimited) (\*.txt) format.
- Once all the information has been captured from above, click **Save**.

Select a file to attach

Type: Malt and Vinous Beverage Upload

Description: Malt & Vinous Upload

Choose File MVB upload Good Test File.txt

Save Cancel

The file you are attaching

You can see the attachment you have added to the system. Click **Next**.

Non-Login Malt and Vinous Beverage Ta...

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

1. VT State Distributor License Number 2. Main Return 3. Pre Return 4. Attachment

**You Must Upload a Malt and Vinous Distribution Report.**  
Please click here to view instructions and download the report template.

**Attachments**

Type	Name	Description	Size
Malt and Vinous Beverage Upk	MVB upload Good Test File.txt	Malt and Vinous Upload	2 Remove

< Previous Next > Cancel Save Draft

Attached file

## STEP 6: Make a payment

The system will walk you through the payment process. Fill in your routing number, saving or checking account number, etc. Once all proper information is entered, click **Next**.

[Home](#) > [None](#) > No-Login Mattand Vinzor Beazage Tax Refund

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1. VT State Contributor License Number
2. Main Return
3. Pre Return
4. Attachment
- 5. Payment**

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## PAYMENT INFORMATION

**Period Ending:** 3/31/2020

Complete the information on the check below to submit your payment through E-Check or ACH Debit. Paying through E-Check or ACH Debit is free.

- Our other E-Pay options include ACH Credit and Credit Card. Please note: Credit Card payments are subject to a 3% processing fee. ACH Debit payments are not subject to any fees.
- Credit Card payments can be made by clicking into your account on myVtax and selecting the "Pay" link next to the appropriate tax period.

Paying with ACH Credit?      [Click Here for Full Instructions](#)  
[Click Here for Quick Start Guide](#)

**Warning:** If you have an ACH filter block on your account, please note the new originator number is 8036000204 to be used as of November 2015.  
 Want to schedule your ACH Debit payment for later? Change the payment date below to your preferred date

<b>Person Mar-31-2020</b>  Mattand Vinzor Beazage *****6789	<b>Bank Account</b>  Type <div>Domestic Bank Account</div>  Bank Account Type <div>Checking</div>  Routing Number <div>011600033</div>  Bank Name <div>YOUR BANK, NA</div>  Account Number <div>123456789</div>  Confirm Account Number <div>123456789</div>	<b>Payment</b>  Payment Date <div>Mar.-31-2020</div>  Amount <div>1,744.75</div>  Confirm Amount <div>1,744.75</div>
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⑆ ⑈ 2 3 4 5 6 7 8 9 ⑉ ⑆    
 ⓪ ① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨ ⑇    
 \* \* ❹ ❺ ❻ ❼ ❽ \*

**Routing Number**

**Account Number**

**Check Number**

☐ Click here to pay by an alternative method

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[Next >](#)

[Cancel](#)
[Save Draft](#)

## STEP 7: Confirmation

The confirmation page shows you the tax due based on the information you entered on the return and the payment you have agreed to pay. If everything is correct, click **Next**.

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Non-Login Malt and Vinous Beverage Ta...

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

License Number

2. Main Return

3. TAP Distributor's Report

4. Attachment

5. Payment

6. Payment Confirmation

7. Certification

CERTIFICATION AND SUMMARY

PERIOD ENDING: 3/31/2020

I hereby certify that I am an officer or authorized agent responsible for the taxpayer's compliance with the requirements of Title 32 of the Vermont Statutes and that this return is true, correct, and complete to the best of my knowledge. If prepared by a person other than the taxpayer, this declaration further provides that under 32 V.S.A. §5901, this information has not been and will not be used for any other purpose, or made available to any other person, other than for the preparation of this return unless a separate valid consent form is signed by the taxpayer and retained by the preparer.

I certify the statement above

☒

Signature of Taxpayer or Authorized Agent

FAKE TAXPAYER

Date

Mar-31-2020

Daytime Telephone Number

(802) 555-5555

Check here if this return is being completed by a preparer

☐

< Previous

Submit

Cancel

Save Draft

## STEP 8: Certification and Summary

On the Certification and Summary page, the system wants to confirm your identity and certify the return is correct. Check the box to certify and enter the name of the taxpayer or the taxpayer's authorized agent. Enter your daytime phone number in case the Department of Taxes needs to contact you about the return. Click **Submit**.

Non-Login Malt and Vinous Beverage Ta...

Home > Home > Non-Login Malt and Vinous Beverage Tax Return

License Number2. Main Return3. TAP Distributor's Report4. Attachment5. Payment6. Payment Confirmation7. Certification

CERTIFICATION AND SUMMARY

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I certify the statement above ☒

Signature of Taxpayer or Authorized AgentFAKE TAXPAYER

DateMar-31-2020

Daytime Telephone Number(802) 555-5555

Check here if this return is being completed by a preparer ☐

PreviousSubmit

CancelSave Draft

The system will email you a confirmation. Enter and confirm your email. Click **OK**.

×

Entering a valid email address will allow you to access this request at a later date.

Emailfakeemail@gmail.com

Confirm Emailfakeemail@gmail.com

Required

OK

Cancel

When you receive Confirmation via email, you are done. Click **Print** to print a copy for your records.

If you don't have a login account with myVTax, it is very important to print this page or write down the email address you used along with the Verification Code below. You will need this information to **Access a Saved myVTax Request** on the myVTax main screen.

**myVTax**

**Confirmation**

Home > Home > Non-Login Malt and Vinous Beverage Tax Return > Confirmation

**Confirmation**

Your return request for taxpayer **TYPE BUSINESS NAME HERE** and filing period of **Mar-31-2020** has been submitted. Your confirmation number is **1-993-867-264**.

You have chosen to make a payment for this return with the following details:

Paid for account type: **Malt and Vinous Beverage**  
 Paid from: **YOUR BANK, NA \*\*123**  
 Payment amount: **\$1,744.75**  
 Payment date: **Mar-31-2020**  
 Submission date: **Mar-31-2020**

To access this return in the future, please use the following:  
 Email Address: **fakeemail@gmail.com**  
 Verification Code: **vzhejx**

**Questions or concerns? Contact us:**  
 Vermont Department of Taxes Call: (802) 828-6802  
 133 State Street Or Email: **myVTax Support**  
 Montpelier, VT 05602-3667

Click 'OK' to proceed.

**Print**

**OK**

If you want to access this report later in myVTax, you will need this **Email Address** and **Verification Code**. Print this page or write down this information.

To access this report, click **Access a Saved myVTax Request** on the myVTax homepage.

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Password:  [Forgot username?](#)

[Forgot password?](#)

**Log In**

[Need An Account? Click Here to Register](#)

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